

STI/TEDS DATA ENTRY

2005-06 TIMELINES AND DEADLINES

TIMELINES

MONTH	DATA ENTRY TASKS
August	Clean-up 2004-05 TEDS data Middle schools begin first 9-weeks enrollment data entry in STI
September	Begin entering first semester 2005-06 enrollment data into STI Middle schools - complete first 9-weeks enrollment data entry in STI
October	Complete first semester 2005-06 enrollment data entry in STI Middle schools – begin second 9-weeks enrollment data entry in STI
November	Middle schools – complete second 9-weeks data entry export/import 2005-06 STI data into TEDS Check/clean up TEDS data; print reports
December	Begin follow-up data entry in TEDS for 2005 completers
January	Complete follow-up data entry in TEDS for 2005 completers Begin entering second semester 2005-06 enrollment data in STI Middle schools – begin third 9-weeks enrollment data entry in STI
February	Continue entering second semester enrollment data entry in STI Middle schools complete third 9-weeks enrollment data entry in STI
March	Complete second semester 2005-06 enrollment data entry in STI Export/import additional 2005-06 STI data into TEDS Middle schools – begin fourth 9-weeks enrollment data entry in STI
April	Middle schools – complete fourth 9-weeks enrollment data entry in STI
May	Enter termination, credentials and certificates data into STI Export/import final 2005-06 data from STI into TEDS
June	Export/import final 2005-06 data from STI into TEDS Check/clean up 2005-06 TEDS data; print reports
July	Complete clean up of 2005-06 data in TEDS.

DEADLINES

MONTH	DATA ENTRY TASKS
October 1, 2005	Complete clean up of 2004-05 data. TEDS data will be locked
November 15, 2005	First Semester data imported into TEDS from STI
January 15, 2006	Complete follow-up data for 2005 completers in TEDS
June 1, 2006	Complete termination data entry in STI
June 15, 2006	All 2005-06 data imported into TEDS from STI
July 1, 2006	Follow-up data locked for 2005 completers in TEDS